

UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF NEW YORK

PRO BONO FUND VOUCHER  
AND REQUEST FOR REIMBURSEMENT

I, Elizabeth A. Genung, duly appointed as counsel pro bono to represent Wayne Phillip Vance in the matter of Wayne Phillip Vance v. NYDOCCS, et al.

Civil Action No. 9:18-CV-00748, hereby request reimbursement pursuant to Local Rule 83.3 for expenses incurred in the representation of my pro bono client in the amount of \$ 123.86 124.91 MC

I certify that the expenses, a detailed copy of which are attached hereto, are reasonable and necessary. I further understand that absent prior approval of the court, cumulative expenses in this matter will not exceed \$2,000.00.

Dated: 12/17/2021.

Counsel Pro Bono (Signature): Elizabeth A. Genung

The above application of counsel pro bono is fair and reasonable and payment is requested from the Northern District of New York's Pro Bono Fund.

Dated: 12/17/21.

Presiding Judge (Signature): Brenda K. Barnes

IT IS SO ORDERED.

Dated: 1/18/22.

  
Chief U.S. District Judge

**UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF NEW YORK**

**Pro Bono Expense Voucher**

Attorney(s) Name: Elizabeth A. Genung, Esq.

Law Firm Name: Melvin & Melvin, PLLC

Mailing Address of Law Firm: 217 South Salina Street, 7th FL

City/State/Zip: Syracuse, NY 13202

I hereby request payment be made for Pro Bono services performed in:

Case Number: 9:18-cv-00748

Party Represented: Wayne Phillip Vance, Plaintiff

Dates of Service: From: 10/20/21 To: 12/16/21

*Rates Effective October 2017 through September 2018*  
See mileage rates for Northern District of New York

GSA PER DIEM RATES:		Lodging	Meals
Syracuse		\$ 103	\$ 59
Albany		\$ 115	\$ 59
Utica		\$ 93	\$ 51
Binghamton		\$ 95	\$ 59
Plattsburgh		\$ 93	\$ 51

\*Only actual expenses may be claimed

GRAND TOTAL  
VOUCHER AMOUNT

123.86 124.91

Finance Audit MC Date: 12/16/2021

I certify that I rendered the services described herein, that said services are fair and reasonable and payment is requested from the Northern District of New York's Pro Bono Fund. I further understand that absent prior approval of the Court, cumulative expenses in this matter will not exceed \$2,000.00.

Attorney Signature: Elizabeth A. Genung

Date: 12/17/21

\*Must provide receipts if your expenses include airfare, lodging, rental car and expenses \$50.00 and over.

\*Please submit your voucher via ECF using "Motion for Disbursement of Funds" event.

\*If you have an expense over \$500.00, travel expenses or your voucher exceeds \$2,000.00, please fill out the attached Authorization Request Form.

## Pro Bono Travel Expenses

\*Receipts required for lodgings, airfare, rental cars and any meal \$50.00 and over\*

\*Reimbursement for meals and lodging expenses may be claimed only on an actual expense (itemized) basis, up to the applicable GSA per diem allowance for the date and location of travel. (See Rates table on page 1.)

Attorney(s): Elizabeth A. Genung, Esq.

\*Any expense other than privately owned vehicle, please enter in OTHER EXPENSE AMOUNT.

### **Pro Bono Other Expenses**

**\*Any expenses in excess of \$500.00 should receive the Court's prior approval. Please see guidelines for further details.**

**Attorney(s):** Elizabeth A. Genung, Esq.

Case 9:18-cv-00748-BKS-ATB Document 188 Filed 10/20/21 Page 1 of 2

**UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF NEW YORK**

**WAYNE PHILLIP VANCE,**

**Plaintiff,**  
-vs.-

**Case No. 9:18-CV-748 (BKS/ATB)**

**GLEN ENGSTROM, et al,**

**Defendant.**

**Hon. Brenda K. Sannes, United States District Judge**

**ATTORNEY APPOINTMENT ORDER**

This action is trial ready, therefore, it is hereby

**ORDERED** that:

1. The following named attorney is appointed as pro bono trial counsel for plaintiff effective immediately:

**Elizabeth Genung, Esq.  
Melvin & Melvin PLLC  
217 South Salina Street, 7th Floor  
Syracuse, NY 13202-1686**

This appointment is for purposes of trial only. Any appeal shall remain the responsibility of the plaintiff alone unless a motion for appointment of counsel for an appeal is granted.

2. The Clerk shall serve a copy of this order upon plaintiff by regular mail and upon counsel by electronic mail; and
3. A telephone conference is scheduled for Monday, November 22, 2021 at 11:30 AM. Separate call in instructions will be provided by the Court. It is the Court's  
→ expectation that pro bono counsel has spoken with their client, either in

**person or by telephone, before the conference with the Court. Pro Bono counsel may make a request to the Clerk's Office to regenerate any documents filed on the docket which will be sent to the attorney via email at no cost. See N.D.N.Y. Local Rule 83.2(e). Defense counsel is directed to forward plaintiff's newly appointed pro bono counsel with copies of any discovery not filed on CM/ECF prior to the telephone conference.**

4. Any request made by Pro Bono Counsel for reimbursement of expenses upon the conclusion of this case shall be made upon application to the Court pursuant to Local Rule 83.3(g) on the attached form and filed on the Court's electronic filing system.

**IT IS SO ORDERED.**

Dated: October 20, 2021  
Syracuse, New York

Brenda K. Sannes  
Brenda K. Sannes  
U.S. District Judge